

NIH ANNOUNCES CHANGE IN PROCESS—CENTRALIZING THE RECEIPT OF
PROGRESS REPORTS FOR ALL NIH INSTITUTES/CENTERS EFFECTIVE
OCTOBER 1, 2004

RELEASE DATE: July 23, 2004

NOTICE: NOT-OD-04-054

National Institutes of Health (NIH)

As NIH continues towards its goal of end-to-end electronic research administration, business practices are being revised to improve efficiency and service to the grantee community. Effective with non-competing progress reports due on/after October 1, 2004, NIH is centralizing receipt and initial processing of all NIH non-competing progress reports. The new centralized mailing address for all NIH Institutes/Centers (IC) will be announced in a separate NIH Guide Notice issued after September 1, 2004. As part of this centralized activity, all progress reports will be scanned and stored in the eRA Enterprise system. As a result, the scanned images will also be available to grantee institutions through the eRA Commons.

Progress reports that are due before October 1st should continue to be mailed directly to the NIH awarding IC. Those addresses can be found at:

http://grants.nih.gov/grants/type5_mailing_addresses.htm

Note this new business process affects only non-competing progress reports currently mailed directly to NIH ICs. It does NOT change the Center for Scientific Review mailing address used for all new and competing grants nor that process. The new non-competing process will use a unique address.

It should also be noted that this change is only for progress reports received by NIH ICs. Progress reports for grants to other DHHS agencies that use the PHS2590 should continue to use the mailing addresses noted for those agencies.

For additional information concerning this change contact:

Office of Policy for Extramural Research Administration

Office of Extramural Research

National Institutes of Health

Tel.: 301-435-0938

E-mail: grantspolicy@mail.nih.gov

FAX: 301-435-3059

[Return to Volume Index](#)

[Return to NIH Guide Main Index](#)



Department of Health
and Human Services



National Institutes of Health (NIH)
9000 Rockville Pike
Bethesda, Maryland 20892